**High School Principals**

**Monthly Team Meeting**

**October 28, 2013**

**4:00 p.m.**

**Room 14 – Sixth Street Administration Building**

**Guiding Question:** How do we become a Professional Learning Community (PLC) as we meet the five district goals and implement the 21st Century Model of Education?

**Long-term targets:**

* Be a professional learning community (PLC) by consistently and fully implementing PLC procedures and structures throughout the district
* Meet the five District goals
* Implement the MCPS 21st Century Model of Education
* Integrate the Montana Common Core State Standards in English Language Arts and mathematics across the district
* Collaborate with UM and other community stakeholders to implement goals of SHAPE P-20 grant

**Short-term targets for this meeting:**

* Review norms and reciprocal commitments
* Debrief facilities planning meetings
* Share PLC structure
* Begin building background knowledge about Universal Design for Learning

**Roles for this meeting:**

* **Facilitator/ Agenda Setter** - Mark
* **Time Keeper** /**Note taker** - Heather
* **Reading** - Karen

**AGENDA**

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| **TIME** | **ACTIVITY** |
| **4:00-4:05** | Review and revise agenda |
| **4:05-4:10** | Reading |
| **4:10-4:15** | Review norms and reciprocal commitments |
| **4:15-4:30** | Debrief facilities planning meetings   * Plus/Delta * Next Steps   **PLUS**   * Student input * Handouts and materials (binder/booklet) * Chose engaged parents/community members * Students/community members saw a wide variety of components to process * Nick Salmon’s expertise and multiple ways of setting up schooling * Framing options from “do nothing” to “out of the box”   **DELTA**   * Change location (taken care of already) * Too many items (36) to focus students/community members – 5 was a good number? * every time we got into a good discussion we were prompted to move along * ? use of Frank Locker model – seems to be a prescriptive model (we didn’t build the rubric in terms of what is important); many worthy things NOT included in the rubric * Lack of wi-fi at facility   **QUESTIONS**   * What is the end product? * What we have? * What we want? |
| **4:30-4:45** | Share PLC structure, Jane will share Willard’s structure  Jane shared how Willard is working together to implement a common writing rubric across the school; they have integrated a previously written school-wide writing rubric with the CCSS ELA writing rubric. Staff is collaborating on interdisciplinary units and shared the rubric with students. In January staff will review student work collaboratively in light of the rubric. Other principals asked questions and shared their experiences and insights. |
| **4:45-5:10** | Begin building background knowledge about Universal Design for Learning (Karen)  Karen showed the *UDL at a Glance* video from CAST.org |
| **5:10-5:25** | Address other items not on agenda  Dates for: (Principals)  Week of 1/7/14 Counselor/principal meeting  Parent/8th grader nights –  Big Sky Jan 2014 Sentinel 1/22/14 Hellgate Jan 2014 Seeley-Swan Feb 2014  1/31/14 Deadline for out of area request forms  2/11/14 8th grade visits to high schools  Fall Report – Annual Data Collection (Mark)   * Still in limbo as OPI works through this; will communicate as soon as we know more   CSIP (Mark)   * Only 3 schools are NOT complete at this time; please see if yours says it is complete; Title I Schools do have an additional section to complete   7am meeting Friday – College Readiness Week plans (Mark)  SPED monitoring visit at the high school this week (Ginny)   * All buildings need to make sure they have a private space for monitors to review confidential student files   Next Generation Science Standards (Karen)  Best Practices for Indian Ed for All (Karen)  CCSS Leadership Team mathematics training - positive experience; 180 degree change and great collaboration among Hellgate team (Lisa/Alanna)  Blended hardcopy/online course request model (Sentinel/Big Sky); Big Sky’s goal is to complete process the same way as Sentinel; Hellgate is working toward the blended model as the current online alternative requests are getting lost at Hellgate. (Lisa) |
| **5:25-5:30** | Plus/Delta   * What went well? What might we do differently? * How did we do with following our norms?   **PLUS**   * Hearing from Jane * Sharing * Strategies to overcome resistence * Start/end on time   **DELTA**   * How much applies to our coordinators * CCSS Leadership team training debrief |